



City of South Bend

Vacancy Announcement

Post Date: Monday, April 7, 2014

Closing Date: Until filled

## **MECHANIC IV / V**

**Category:** Full-Time/Non-Exempt/Teamsters

**Department:** Central Services

**Reports To:** Supervisor-Maintenance Mechanics

**Shift:** 1<sup>st</sup> Shift (8 AM-4 PM) and 2<sup>nd</sup> Shift (4 PM-midnight)

**Pay Rate:** \$18.62-\$21.51/hr. Comprehensive benefits package including medical, dental, and vision; retirement pension; tool & clothing allowance; and uniform provided. Reimbursement for ASE exams also available.

**Position: SUMMARY**

Performs skilled work in maintenance and repair of equipment and machinery and does related work as assigned.

**SUPERVISION EXERCISED**

Not applicable.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

This list represents the types of duties required by the position. Other duties may be assigned as reasonably expected.

- Inspect, repair and maintain mechanisms within such City owned equipment as automobiles, single and tandem axle trucks, street sweepers, loaders, backhoes, graders, and other miscellaneous equipment.
- Diagnose electrical and fuel system problems and make necessary repairs.
- Design and fabricate specialized components as needed.
- Diagnose hydraulic system problems and make necessary repairs.
- Maintain personal and City owned tools and equipment.
- Operate City owned vehicles and equipment.
- Ability to perform Onboard Computer Diagnostics using scan tools.

**NON-ESSENTIAL DUTIES**

- Keeps work area clean on a daily basis.

**QUALIFICATIONS**

To perform this position successfully, an individual must be able to perform each essential duty in a satisfactory manner. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION AND/OR EXPERIENCE**

- Any combination equivalent to graduation from high school and four (4) years experience in truck and heavy equipment maintenance and repair or automotive maintenance and repair.

**KNOWLEDGE, SKILLS AND ABILITIES PREFERRED**

- Knowledge of proper automotive, truck or heavy equipment repair procedures, machine shop techniques and equipment.
- Ability to use machine and hand tools with skill.
- Ability to work with others and assist mechanics with less knowledge.
- Ability to plan own schedule after assignments of tasks.
- Ability to use testing equipment.

**CERTIFICATES, LICENSES, REGISTRATIONS**

- Valid Commercial Driver's License, Class A required.

**EQUIPMENT**

Must provide own tools and have an adequate amount of personally owned tools to perform job functions. **Tool allowance provided.**

**PHYSICAL DEMANDS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to sit and walk, and talk or hear. The employee is occasionally required to walk; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms. The employee must be able to lift and/or move up to 70 pounds. Specific vision abilities required in this job include vision and the ability to adjust focus.

**WORK ENVIRONMENT**

Automotive/truck repair shop. Exposure to oil, greases, solvents and other chemicals that may be hazardous. Ability to work outside, sometimes in adverse weather conditions.

**EQUAL OPPORTUNITY EMPLOYER**

All qualified applicants will receive consideration for employment without regards to age, race, color, religion, sex, disability, veteran's status, national origin, genetic information, or sexual orientation. Reasonable accommodations for persons with a known disabling condition will be considered in accordance with State and Federal Law.

**TO APPLY**

All applications for currently posted positions will be submitted online at [www.southbendin.gov](http://www.southbendin.gov) or at the City of South Bend Office of Human Resources, 227 W. Jefferson Blvd., 12th Floor, South Bend, IN 46601.

**Pre-employment drug screen required**